



## Planning Commission Meeting Minutes

July 28, 2020 6:00 PM

*This meeting was conducted virtually via WebEx Meetings.  
In the absence of Chair Luks, Vice Chair Tracy presided over the meeting.*

### 1. ROLL CALL

Commissioners present: Breznikar, Brunner, Deas, Eddinger, Petrik, Tracy

Commissioners absent: Luks

City Staff present: Interim Community Development Director David Woltering, Contract Planner Linda Ruffing, Senior Planner Scott Duiven, Assistant Planner Jeff Fisher, Administrative Specialist Shawn Sumpter

### 2. ADMINISTRATIVE ACTIONS

A. On a motion by Commissioner Eddinger, seconded by Commissioner Petrik, the Commission voted 6-0-1 (Luks absent) to approve the July 28, 2020 agenda.

B. On a motion by Commissioner Petrik, seconded by Commissioner Breznikar, the Commission voted 6-0-1 (Luks absent) to approve the June 23, 2020 minutes.

C. Acceptance of Communications and Correspondence: None

D. Declarations of Conflicts of Interest: Commissioner Eddinger declared a conflict for item 5A, 421 Foss Street.

E. Disclosures of Ex Parte Communications: None

### 3. PUBLIC COMMENTS: None

### 4. NEW BUSINESS

A. **Commissioner Reappointments:** Director Woltering acknowledged the City Council's reappointment of Commissioners Eddinger and Petrik at the June 22, 2020 Council meeting.

#### B. Election of Officers:

- On a nomination by Commissioner Eddinger, seconded by Commissioner Petrik, the Commission voted 6-0-1 (Luks absent) to appoint Richard Tracy to the position of Chair.
- On a nomination by Commissioner Eddinger, seconded by Commissioner Breznikar, the Commission voted 6-0-1 (Luks absent) to appoint Dan Petrik to the position of Vice-Chair.

### 5. PUBLIC HEARINGS

*Commissioner Eddinger left the meeting prior to item 5A.*

#### A. Item

**Description:** DR 2018-11 – Duchamp Hotel Time Extension

#### Project

**Description:** A request for a 1-year time extension for an approved Major Design Review application to add 12 hotel rooms located over the existing six cottages, demolition and construction of a new 3,000 square foot lobby, amenity building which would include 2 additional hotel rooms, the addition of 8 parking spaces (total of 23) and associated site and landscape improvements.

**Location:** 421 Foss Street APN: 002-173-029

**Applicant:** Mark Luzaich

**Environmental**

**Determination:** The project is categorically exempt pursuant to California Environmental Quality Act Guidelines Sections 15301 Existing Facilities and 1503 New Construction or Conversion of Small Structures.

Assistant Planner Jeff Fisher presented the staff report.

Vice Chair Tracy opened the hearing for public input and upon hearing none, closed the public input portion of the hearing.

Lead by Commissioner Petrik, the Commission concurred that circumstances surrounding the COVID-19 pandemic have caused delays easily warranting the granting of an extension.

On a motion by Commissioner Brunner, seconded by Commissioner Petrik the Commission voted 5-0-1-1 (Luks absent, Eddinger abstain) to approve a time extension for DR 2018-11, Duchamp Hotel expansion at 421 Foss Street.

*Commissioner Eddinger returned to the meeting prior to item 5B.*

**B. Item**

**Description:** DR 2020-07

**Project**

**Description:** Major Design Review permit for installation of three monument signs for the "Montage Healdsburg" project. The signs are comprised of a stone-clad base (approx. 132" wide, 54" high, 12" deep) with the Montage Healdsburg logo in sandblasted lettering (pewter) on a 42" x 84" coated aluminum (brown) plaque that is affixed to the base. The signs would be up lit with landscape stake lighting.

**Location:** 16840 Healdsburg Avenue – APN: 091-310-001; 091-310-008  
Signs would be located on the north and south sides of Passalacqua Road at its intersection with Healdsburg Avenue and on the east side of Road 4 (Montage Way) at its intersection with Passalacqua Road

**Applicant:** Sonoma Luxury Resort, LLC / Robert Green

**Environmental**

**Determination:** The Healdsburg City Council certified the Final Environmental Impact Report for the Saggio Hills Project (FEIR) and adopted related findings, a Mitigation Monitoring and Reporting Program, and a Statement of Overriding Considerations (January 31, 2011). In accordance with the California Environment Quality Act (CEQA) Guidelines Section 15183 (Projects Consistent with a Community Plan, General Plan, or Zoning) no further environmental review is required for the proposed signs because they would not result in on-site, off-site or cumulatively significant effects on the environment that were not examined in the FEIR.

Contract Planner Linda Ruffing presented the staff report.

Commissioner Brunner asked about provisions for maintenance of the landscape shown on the plans.

Ruffing described the irrigation facilities shown on the civil plans.

Commissioner Breznikar expressed her approval of the signs stating that the design and materials are a good fit for the site.

The Commission concurred.

Vice Chair Tracy opened the hearing for public comment and upon hearing none closed the public input portion of the hearing.

Vice Chair Tracy asked if the Commission was interested in adding a condition to address landscape maintenance as suggested by Commissioner Brunner.

Commissioner Eddinger stated that he was not opposed to adding a condition.

The Commission voiced approval for the wording of an additional condition proposed by Director Woltering.

“The project landscaping and supporting irrigation system shall be maintained to the satisfaction of the Planning and Building Director.”

The Commissioners expressed their support of the project.

On a motion by Commissioner Eddinger, seconded by Commissioner Breznikar, the Commission voted 6-0-1 (Luks absent) to approve DR 2020-07 for the installation of three monument signs for the "Montage Healdsburg" project at 16840 Healdsburg Avenue adding a condition that the project landscaping and supporting irrigation system shall be maintained to the satisfaction of the Planning and Building Director.

**6. COMMISSIONER AND SUBCOMMITTEE REPORTS:** None

**7. DIRECTOR'S REPORT:** Director Woltering provided updates regarding the following-

- Cancellation of the 8/11 regular meeting as there are no items for the agenda
- Building activity including the issuance of the first phase of building permits for the Arden subdivision.
- Council approval of downtown street closures for dining and outdoor business activities
- The 7/20/2020 activation of the Customer Self Service (CSS) portal which provides on-line building services including application of seven permit types and scheduling of inspections.

The meeting adjourned at 6:54 PM.